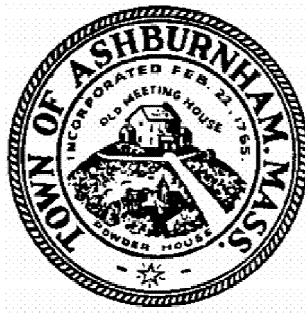


Board of Selectmen
Extension 109
Town Administrator
Extension 109
Town Accountant
Extension 120
Town Clerk
Extension 114
Tax Collector
Extension 113
Treasurer
Extension 112 or 110
Board of Assessors
Extension 111
Land Use Office
Extension 117
Planning Board
Extension 121
Conservation Commission
Extension 115



TOWN OF ASHBURNHAM
*Town Hall, 32 Main Street
Ashburnham, Massachusetts 01430*

Animal Control
Board of Health
Building Commission
Conservation Commission
Council on Aging
Cultural Council
Electrical Inspector
Gas & Plumbing Inspector
Historical Commission
Municipal Planning
Parks & Recreation
Planning Board
Zoning Board of Appeals

PHONE: (978)-827-4100
FAX: (978) 827-4105

OFFICE OF THE TOWN ADMINISTRATOR

TOWN ADMINISTRATOR'S REPORT

February 6, 2012

Town Administrator's reports are available on line at; <http://www.ashburnham-ma.gov>

- **TOWN COMMITTEES**

Currently there are still (2) openings on the Conservation Commission and (2) on the Historical Commission. These are listed on the Town's website under Volunteer Opportunities.

- **WATER TANK**

Water tank on line by end of week.

Communication Tower

Foundation is in and construction to start this week.

Gardner Hill

Design

May 1st- 2012

Bid

June 1st

Repairs Complete

November 30th

- **UNEMPLOYMENT**

Notified on Thursday that we prevailed and decision was overturned. Great job was done by Chief Barrett and Sgt. Conrad.

- **COA**

Bill Johnson, Maggie Whitney and I are meeting with the Ashburnham Board of Health on Feb 6th in the town hall. We will be requesting a permit to serve pre cooked food to the seniors in the upstairs of town hall. Currently pre-cooked food is delivered to the meal site and they are placed in an industrial proofing oven and reheated to the required temperature. Since we moved from the VMS to the town hall we have been operating on a temporary permit which expires in March. In order for MOC to continue to supply food they need a permit to do so. If a permit is not given we will most likely discontinue the program at town hall.

- **PILOT**

I am working on the process and verbiage with Harald Scheid and Town Counsel, Debbie Phillips.

- **FY 13 BUDGET**

Started review with departments last week to be completed this week.

Tri-Board meeting with School scheduled for February 7th @ 7pm Overlook Middle School Library.

Need to set up date with BOS, Advisory, and Capital Planning to review FY 13 budget.

Need to open to warrant and set close date. Sylvia has already contacted Oakmont to ensure availability of school. ATM is on May 5th. I believe we should open the warrant and close it by March 15th.

- **TOWN BUILDING INSPECTIONS**

Building Inspector Dick Reynolds is in the process of inspecting all town buildings. I am reviewing his findings to determine both the timeliness and extent of any repairs.

- **ACCOUNTANT**

Tammy Collier to start the 13th of February as Town Accountant.

- **REGIONALIZATION**

There is a meeting on Wednesday February 8th at Ashby Town Hall for Dispatch regionalization discussions, each town will have a representative from the BOS and Advisory Board. Need to select a BOS rep. Bill Johnson will attend.

- **NEGOTIATIONS**

I am in final negotiations with the Fire Chief, and will start negotiations with both the Dispatch and Police unions. Contracts expire on June 30th 2012.